

## memorandum

DATE: 14 Oct 86

REPLY TO  
ATTN OF: DT-SSUBJECT: Adverse Impact on Training and Operations Due to Non-receipt of Requested  
ADP Equipment

TO:

1. Even prior to the time this element transferred to DIA it was recognized that an Automated Data Processing/Office Information System (ADP/OIS) of some sort would be required to replace the one on loan from the U.S. Army Intelligence and Security Command (USAINTSCOM).
2. Based on assurances that such a system would "soon" be available, unit organization and personnel arrangements were made accordingly, and only one secretary position was requested. Now, approximately two years since those first assurances that a system would be forthcoming, we have seen at least eight "guaranteed delivery dates" come and go. The next scheduled date is "sometime this week", and involves equipment to be temporarily supplied until the equipment actually contracted for is finally ready.
3. Lack of ADP/OIS support has had significant negative impact on unit operations for the 3rd quarter of CY 1986. Primary is loss of data-base correlative functions in site generation and utility assessment package analysis--without data-base support these functions are impossible. A second negative impact is secretarial overload. As the only person available with sufficient typing skills to manually transcribe session transcripts, produce typed drafts, and execute final-copy reports, the secretary has been seriously backlogged with material requiring her attention. Collection response and from-tasking-to-final-report time has been greatly increased. Finally, for similar reasons beneficial but non-essential analytical and theoretical work independently produced by project personnel has been greatly curtailed.
4. The training report to which this memorandum is attached accounts for a respectable mission output in both quality and quantity. With the added assistance of the required ADP/OIS system, this output would have been augmented significantly.

SGFOIA3

OPTIONAL FORM NO. 10  
(REV. 1-80)  
GSA FPMR (41 CFR) 101-11.6  
5010-114